

# **NATIONAL BOARD MINUTES**



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**NATIONAL BOARD  
17 - 19 August 1995**

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**Washington DC**

# 17 - 19 August 1995

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**ATTEST:**

**OFFICIAL:**

**DWIGHT H. WHELESS**  
Colonel, CAP  
National Legal Officer

**RICHARD L. ANDERSON**  
Brigadier General, CAP  
National Commander

CIVIL AIR PATROL  
NATIONAL BOARD MEETING  
17 - 19 August 1995  
Washington DC

# OPEN SESSION

CALL TO ORDER .....	Brig Gen Richard L. Anderson, CAP
INVOCATION.....	Ch, Col, David R. Van Horn, CAP
PLEDGE OF ALLEGIANCE .....	Col Paul M. Bergman, CAP
ROLL CALL.....	Col Paul J. Albano, Sr., CAP
SENIOR AIR FORCE ADVISOR REMARKS.....	Col Garland W. Padgett, USAF
NATIONAL COMMANDER REMARKS .....	Brig Gen Richard L. Anderson, CAP

## NATIONAL BOARD

The National Board is the governing body of the Civil Air Patrol and is comprised of the National Commander, Senior Air Force Advisor (also Commander, CAP-USAF), National Vice Commander, National Chief of Staff, National Legal Officer, National Finance Officer, National Controller, the 8 region commanders, and 52 wing commanders.

*BG Richard L. Anderson, CAP *Col Garland W. Padgett, Jr., USAF *Col Paul M. Bergman, CAP *Col James C. Bobick, CAP *Col Dwight H. Wheless, CAP *Col John P. Ratcliff, CAP *Col Larry D. Kauffman, CAP	National Commander Senior AF Advisor Nat'l Vice Cmdr Nat'l Chief of Staff National Legal Officer Nat'l Finance Officer National Controller	*Col Herman H. Maddox, Jr., CAP Col James H. Tazelaar, CAP Col Eugene L. Przybylowicz, CAP Col Gene D. Hartman, CAP Col Davis R. Bonner, Jr., CAP Col T. Richard Herold, CAP Col Charles S. Glass, CAP Col Rodney E. Steorts, CAP	Region Commander Delaware Maryland National Capital North Carolina South Carolina Virginia West Virginia
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### NORTHEAST REGION

*Col Joseph A. Guimond, Jr., CAP Col Lloyd R. Sturges, Jr., CAP Col Craig R. Treadwell, CAP Col Thomas DiMilla, Jr., CAP Col Albert J. Sambold, CAP Col George T. Redfern, CAP Col Herbert P. Lavin, CAP Col Jean-Pierre J. Habets Col Bryan W. Cooper, CAP Col Robert D. Johnson, CAP	Region Commander Connecticut Maine Massachusetts New Hampshire New Jersey New York Pennsylvania Rhode Island Vermont
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### GREAT LAKES REGION

*Col Denzil Allen, CAP Col Ronald W. Westholm, CAP Col Larry W. Landick, CAP Col Douglas N. Huff, CAP Col William S. Charles II, CAP Col Jacquelyn L. Hartigan, CAP Col Lawrence W. Stys, CAP	Region Commander Illinois Indiana Kentucky Michigan Ohio Wisconsin
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### MIDDLE EAST REGION

### SOUTHEAST REGION

*Col Richard L. Bowling, CAP	Region Commander
Col Angelos N. Petelos, CAP	Alabama
Col George O. Pringle, CAP	Florida
Col Benjamin D. Grove, CAP	Georgia
Col Rebecca D. Baum, CAP	Mississippi
Col Edward D. Marshall, CAP	Puerto Rico
Col Joseph C. Meighan, Jr., CAP	Tennessee

#### **NORTH CENTRAL REGION**

*Col Nicholas J. Knutz, CAP	Region Commander
Col Lawrence D. Toigo, CAP	Iowa
Col Burgess W. Rennels, Jr., CAP	Kansas
Col Wilbur D. Donaldson, CAP	Minnesota
Col Emmit G. Williams, CAP	Missouri
Col John T. Rooney, CAP	Nebraska
Col Laurence L. Ruebel, CAP	North Dakota
Col Richard A. Buechler, CAP	South Dakota

#### **SOUTHWEST REGION**

*Col Thommie D. Herndon, CAP	Region Commander
Col Colin A. Ward, CAP	Arizona
Col Sidney W. Wilson, CAP	Arkansas
Col Colin F. Fake, CAP	Louisiana
Col Joseph H. Gold, CAP	New Mexico
Col Walter S. Schamel, CAP	Oklahoma
Col Orlan D. Scott, CAP	Texas

#### **ROCKY MOUNTAIN REGION**

*Col Robert W. Kirkwood, CAP	Region Commander
Col Gary H. Tobey, CAP	Colorado
Col James V. Haldy, CAP	Idaho
Col Charles R. Hunt, CAP	Montana
Col John D. Newman, CAP	Utah
Col Betty L. Cash, CAP	Wyoming

#### **PACIFIC REGION**

*Col Ernest C. Pearson, CAP	Region Commander
Col Michael L. Pannone, CAP	Alaska
Col Angelo A. Porco, CAP	California
Col Roger M. Caires, CAP	Hawaii
Col Phil Brown, CAP	Nevada
Col James L. Schmitt, CAP	Oregon
Col Douglas L. Jones, CAP	Washington

#### **OTHER CORPORATE OFFICIALS**

Col Paul J. Albano, Sr., CAP	Executive Director
Col Thomas A. Handley, CAP	Corp Legal Counsel

\*National Executive Committee

**AGENDA ITEM 1****XP-0010-895****Action****SUBJECT: Election of CV and Confirmation of CS, NLO, NFO, NC Brig Gen Anderson**

**BACKGROUND:** Per the CAP Constitution and Bylaws, Article XII, the National Vice Commander will be elected annually. Per Article XI, the National Chief of Staff, National Legal Officer, National Finance Officer, and National Controller shall be confirmed by majority of those voting at the current or next National Board.

**RECOMMENDATION:** The National Board elect the National Vice Commander and confirm the officers nominated by the National Commander to serve as CS, NLO, NFO, and NC.

**FUNDING IMPACT:** None. Currently, these positions are funded budget items.

**STAFF COMMENTS** None.

**NATIONAL BOARD ACTION**

**COL WHELESS announced that under the provisions of Section 26 of the Bylaws, it is required that a candidate announce his/her intention to contend for the office of National Vice Commander. The only request for consideration for the office of National Vice Commander was filed by incumbent Col Paul M. Bergman. Col Wheless placed Col Bergman's name in nomination. He also asked if there were nominations from the floor. There were none. By secret ballot, Col Bergman was elected for another term as National Vice Commander.**

**Also by secret ballot vote, the National Board confirmed the National Commander's nominations of Col James C. Bobick as National Chief of Staff, Col Dwight H. Wheless as National Legal Officer, Col John P. Ratcliff as National Finance Officer, and Col Larry D. Kauffman as National Controller.**

**AGENDA ITEM 2****CLC-0003-895****Action****SUBJECT: Legislative Liaison Proposal****Brig Gen Anderson**

**BACKGROUND:** Recent proposals on Capitol Hill for defunding CAP illustrate the necessity for a structured Legislative Liaison program that seeks to educate elected officials and their staffs and to solidify congressional support and funding. At Gen Anderson's request, Col Handley will present a three-part proposal consisting of:

- A strategic plan for CAP Legislative Liaison programs.
- Wing commander leadership and member involvement.
- Funding.

Final funding decisions will necessarily require follow-on budgetary actions by the NFO, NC, FM, the NEC, and the National Board. Because of time constraints, Col Handley will distribute a comprehensive package of Legislative Liaison proposals to the National Board under a separate cover.

**RECOMMENDATION:** That the National Board approve a formalized CAP Legislative Liaison program to address current and projected congressional challenges.

**FUNDING IMPACT:** To be addressed in Col Handley's package.

**NATIONAL BOARD ACTION**

**Proposal presented by Col HANDLEY/CLC (see attachment 1, 9 Aug 95) which contained a 3 - part legislative plan.**

**PART ONE--The CAP National Legislative Liaison Program.**

*COL PORCO/CA MOVED, COL SCHAMEL/OK SECONDED motion to CONCEPTUALLY approve PART ONE of the Legislative Plan (each recommendation to be voted on individually) to allow the detail work needed to be done by Col Handley and the National Headquarters staff before an informed decision can be made.*

*NOTE: GEN ANDERSON clarified that the intent of this motion is to conceptually approve exploration of the following issues which have not been staffed through the Headquarters, so the vote would put all these issues into the staff process to explore and report to the NEC or National Board, as appropriate.*

**CONGRESSIONAL RECEPTIONS. VOTE WAS "YES" to conceptually approve.**

## MINUTES

AUG '95 NATIONAL BOARD

**NATIONAL BOARD MEETINGS.** Question was raised as to whether the *Annual Report to Congress* could be ready for a Feb National Board Meeting in Washington DC. Answer was that it would be possible if the report covered a fiscal year instead of calendar year, but would need to be staffed. It was also pointed out that the Constitution and Bylaws calls for a business meeting during the first calendar quarter--not specifically Feb. It was noted that there is already a signed contract for the Feb '96 National Board Meeting in Atlanta GA.

**VOTE WAS "YES"** to conceptually approve holding midyear National Board meetings in Washington DC and, if feasible, to change the Feb '96 meeting to Washington.

**REPORT VOLUNTEER "MANDAYS."** These would be forwarded to HQ CAP for tracking and conveyance to congress. It was pointed out that a dollar value needs to be placed on the total volunteer hours contributed by Civil Air Patrol members.

**VOTE WAS "YES"** to conceptually approve.

**WASHINGTON - BASED LEGISLATIVE ASSISTANT.** It was clarified that because time is of the essence, the request was for authority to hire. If approved, the Corporation must hire and then go back to the National Finance Committee to identify the funds. It was pointed out that this hire action should follow CAP procedures and be staffed in the same manner as other corporate management positions which includes application screening and budget planning.

*COL SCOTT/TX MOVED, COL WILSON/AR seconded the motion to table this item until the National Headquarters staff has an opportunity to staff, the NEC review, and bring back to the National Board in Feb '96 for a vote.*

**MOTION TO TABLE DID NOT PASS.**

**COL HANDLEY/CLC** stated that he understood the staffing system, but because he feels CAP is in peril for the next 12 months, it was incumbent that he inform the National Board of what he feels CAP needs in the legislative arena to survive, and even then there are no guarantees.

**GEN ANDERSON** reminded that, even though the recommendation of this item was to in fact proceed with National Board approval to hire a Washington-based Legislative Assistant, the motion on the floor is for the staff to explore conceptually the potential for this initiative.

**VOTE WAS "YES"** to conceptually approve.

**PART TWO--Region and Wing Commander Leadership and Member Involvement.**

**MINUTES**

**AUG '95 NATIONAL BOARD**

***COL JONES/WA MOVED, COL BOWLING/SER seconded the motion to CONCEPTUALLY approve PART TWO of the Legislative Plan.***

**VOTE WAS “YES” to conceptually approve.**

**PART THREE--Legislative Program Funding Requirements.**

***COL BOWLING/SER MOVED, COL PORCO/CA seconded the motion to approve \$15,000 to support the implementation of the Legislative Plan to include the congressional receptions and other supporting expenses (does not include funding required for the legislative assistant).***

**MOTION CARRIED.**

**FOLLOW-ON ACTION: National Headquarters staffing of the Legislative Liaison Proposal.**

**At this point, COL WESTHOLM/IL asked for permission to include a statement as a part of the minutes of this National Board. See Item 3 under New Business.**



**AGENDA ITEM 3****FM-0002-895****Action****SUBJECT: Civil Air Patrol FY '96 Financial Plan****NFO/Col Ratcliff**

**BACKGROUND:** In accordance with the *Constitution and Bylaws of the Civil Air Patrol* Article VIII, the fiscal year 1996 financial plan is presented to the National Board for approval. Copies of the proposed plan were sent to all National Board members by National Headquarters Financial Management under General Anderson's signature.

**RECOMMENDATION:** National Board approve the financial plan as briefed.

**FUNDING IMPACT:**

**STAFF COMMENTS:** None.

**NATIONAL BOARD ACTION**

***COL RATCLIFF/NFO MOVED, COL MADDUX/MER seconded the motion that the FY '96 Financial Plan be approved as recommended by the NEC at its May '95 meeting. (see attachment 2, National Commander letter, 14 Jul 96, w/atch FY '96 Financial Plan.)***

**MOTION CARRIED.**

**AGENDA ITEM 4****FM-0003-895****Action****SUBJECT: Grouping of Budget Items****NY WG/CC Col Lavin**

**BACKGROUND:** The grouping of certain items in our '96 budget evidently has confused some members of the congressional staff concerning the relative funding of mission reimbursement, overhead, and administration costs. We should modify this practice before the next budget submittal to accurately reflect our operating cost segments into clearer categories.

The following is one example of what might improve our situation by focusing on our products, missions and training; and overhead, management, and support. This example reports an overhead of 112 percent, a reasonable business figure. Because the budget process must conform to specific legal and accounting requirements, professional help might be prudent before implementing changes to our current Schedule of Accounts.

## CIVIL AIR PATROL - USAF '96 BUDGET REQUEST (\$M)

MISSIONS and TRAINING: [Subtotal \$13.499]

CAP-USAF Mission Support, Reserve and ANG	\$2.842
SAR/DR Missions	\$2.628
Aircraft Replacement Procurements	\$2.614
Counterdrugs	\$2.200
Aircraft Maintenance	.936
Vehicles Replacement Procurements	.785
Cadet Program Uniform Purchases	.680
Vehicle/Equip. Maintenance	.521
Communications & Computer Purchases	.293

MANAGEMENT and SUPPORT: [Subtotal \$14.026]

## CAP-USAF

Active Military Personnel	\$4.338
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## CAP LIAISON

Headquarters Operations	\$4.388
Liaison Salaries & Health Care	\$3.500
Liaison Support	\$1.100
Operational Expense - HQ	.700

**RECOMMENDATION:** Move that the NB approve:

Authorize development of a revised Schedule of Accounts to improve the financial visibility of our mission product cost and overhead.

**MINUTES**

**AUG '95 NATIONAL BOARD**

**FUNDING IMPACT**

**STAFF COMMENTS** None.

**NATIONAL BOARD ACTION**

*COL LAVIN/NY MOVED, COL PORCO/CA seconded the motion that the National Board give the authority and authorize the National Headquarters staff to develop a revised Schedule of Accounts to improve the financial visibility of our mission product cost and overhead. (NOTE: Col Lavin stated that, as currently structured, the schedule indicates where the money goes; rather, we should look at what it costs to deliver our products and what our overhead provides).*

**MOTION CARRIED.**

**FOLLOW-ON ACTION: National Headquarters staff develop revised Schedule of Accounts.**

**AGENDA ITEM 5**

**XP-0011-895**

**Information**

**SUBJECT: SAF/MIR Briefing to Air Force Chief of Staff**

**Mr. Sharratt**

**BACKGROUND:** Mr. Sharratt, SAF/MIR, will present the briefing he gave to the Air Force Chief of Staff concerning Civil Air Patrol.

**NATIONAL BOARD ACTION** None.

Briefing slides available on Bulletin Board and World Wide Web page.

**AGENDA ITEM 6****XP-0012-895****Information****SUBJECT: Staff Update Briefings****HQ CAP & CAP - USAF Staff**

**BACKGROUND:** The following Directorates will brief the National Board:

- Executive Director -- EX
- Operations -- DO
- Aerospace Education and Training -- ET
- Cadet Programs -- CP
- Marketing & Public Relations -- PA
- Personnel -- DP
- Chaplain -- HC
- Mission Support -- MS
- Financial Management -- FM
- Logistics -- LG
- Plans & Requirements -- XP

**NOTE: Due to time limitations, only EX, DO, ET, and CP gave briefings.**

**All Directorate Briefing slides are available on Bulletin Board and World Wide Web page.**

**AGENDA ITEM 7****DP-0009-895****Information****SUBJECT: Membership Campaign Briefing****DPM Mr. John Sistrunk**

**BACKGROUND:** A membership status briefing will be presented. Results of the 1995 Membership Campaign will also be announced.

**MEMBERSHIP CAMPAIGN WINNERS:**

<b><u>SENIOR WINNERS</u></b>	<b><u>STATE</u></b>	<b><u>NEW MEMBERS</u></b>
1. LTC John Riley Morton	AK	44
2. 1LT Juan L. Laracuenta (tie)	PR	40
1LT Eddie A. Roman (tie)	PR	40
3. 2LT Diane M. Arsenault	VA	26
4. LTC Montille O. Warren	TN	19
5. CPT Bobby C. Anderson	TX	14
6. COL Allen Applebaum	PA	12

**CADET WINNERS**

1. Jeydie Quinones	PR	13
2. Katherine Rodriguez	FL	11
3. Luis R. Parrilla	PR	9
4. Anthony J. Carter	VA	5
5. Danny J. Doeinck	NY	4
6. Wilgem H. Mercado	PR	4

**UNIT WINNERS**

Cat 1: Bear/Glasgow Cadet Sqdn.	DE	15
Cat 2: Newark Squadron	NJ	25
Cat 3: Southside Composite Sqdn.	VA	30
Cat 4: Cushite Composite Sqdn.	OH	36
Cat 5: Kodiak Island Comp. Sqdn.	AK	44

**AGENDA ITEM 8****XP-0013-895****Information****SUBJECT: LO/LNCO & LRDAE Support MOU****EXA Col Brooks**

**BACKGROUND:** As a follow-up to this agenda item from the Feb '95 National Board, Col Brooks will provide an update on LO/LNCO hiring and provide clarification on the most frequently asked questions regarding the MOU for support of LO/LNCOs.

**FOLLOW-ON ITEMS: Questions raised.**

- 1. Use of Air Force vehicles by corporate LO/LNCOs to transport CAP members (cadets/seniors) for CAP sponsored activities.**
- 2. Use of GSA vehicles by CAP staff.**
- 3. Status of *LO/LNCO Handbook***
- 4. Wavier of membership dues for paid staff as in the case for LO/LNCOs.**

**Col Brooks and HQ staff will research and report responses to the above concerns to the National Board.**

**Briefing slides available on Bulletin Board and World Wide Web page.**

**AGENDA ITEM 9****DO-0008-895****Action****SUBJECT: CAP's "911-T"****DOS/Mr. Angley**

**BACKGROUND:** At the Feb '95 National Board, a motion was adopted to run a test of the 911-T program and develop a set of metrics to measure effectiveness. The 911-T program permits wing commanders to launch aircraft or disperse ground teams on actual SAR/DR missions using a SAR/DR training mission number. The initial test was conducted from 1 Apr 95 to 30 Jun 95. Only three wings flew a 911-T mission and no finds or saves were reported. Despite the fact that the 911-T mission is rarely flown, it provides CAP wing commanders with a valuable option should AFRCC or AFNSEP not issue a mission number.

**RECOMMENDATION:** Continue the 911-T test program for a full year in order to gather more data before a final decision is made.

**FUNDING IMPACT:** None.

**STAFF COMMENTS:** None.

**NATIONAL BOARD ACTION**

*COL WARD/AZ MOVED, COL FAKE/LA seconded the motion that the National Board approve the continuance of the "911-T" Test Program for a full year in order to gather more data before a final decision is made.*

**MOTION CARRIED.**



**AGENDA ITEM 10****XP-0014-895****Information****SUBJECT: Women in Military Service to America Memorial BG Vaught, USAF (Ret)**

**BACKGROUND:** Brig Gen Wilma L. Vaught, USAF (Ret), will brief the National Board on a memorial to be constructed at Arlington National Cemetery commemorating women who have served in the Armed Forces of the United States. The sponsoring organization, the Women in Military Service to America Foundation, Inc., has extended membership eligibility to female senior members of the Civil Air Patrol as recognition of their invaluable contributions to the nation as officers in the USAF Auxiliary. As executive director of the sponsoring organization, Brig Gen Vaught will share introductory information with CAP's senior leadership concerning the memorial. She will provide complete information to the general membership to enlist female senior members of Civil Air Patrol in the memorial program.

**BRIG GEN VAUGHT** briefed and showed a video depicting the efforts of the Women in Military Service to America Foundation, Inc. She outlined fund-raising efforts, thanked Civil Air Patrol for its support, and encouraged membership in the memorial program by the female senior members of CAP.

**AGENDA ITEM 11****DO-0009-895****Action****SUBJECT: Communications Planning****NY WG/CC Col Lavin**

**BACKGROUND:** During our last NB meeting, the HQ/DOK briefed us on big price ticket changes to meet requirements imposed by the frequency management agencies. The CAP communications system in New York has been rendered ineffective because of required interference protection, on CAP assigned frequencies, to Canadian operators. Operational reliance on phone, fax, E-mail, and amateur resources provides a false sense of security. These capabilities, while technically robust, will 'user overload' during a major disaster. In short, today we are not capable of providing needed DR support that we advertised and have delivered in the past.

It appears that we have two options which are (1) change our missions to fit declining capability or (2) manage our command, control, and communications capabilities to meet current obligations and projected needs. The second option is proposed, starting with command developing a definitive "Statement of Needs" that provides specific measurable capabilities for both day-to-day command activities and emergency response alternatives. A tiger team, represented by members from each region, will develop this "Statement of Need," without regard to the method of implementation. The second phase brings the technical experts into the planning process to determine alternative implementations to meet the statement to include benefits, costs, and schedule considerations. These concepts are reviewed by the command and technical teams together for trade off to establish recommendations for Board action.

**RECOMMENDATION:** Move that the NB approve:

Appointment of a Command Tiger Team, by the National Commander, composed of current or past wing commanders, to develop and publish a CAP communications "Statement of Need" to be distributed to the National Board for review by 31 June 1996. Successive agenda items will be included for NB consideration.

**FUNDING IMPACT:****STAFF COMMENTS****NATIONAL BOARD ACTION**

*COL LAVIN/NY MOVED, COL PEARSON/PACR seconded the motion that the National Board approve appointment of a Command Tiger Team by the National Commander, composed of current or past wing commanders, to develop and publish a CAP communications "Statement of Need" to be distributed to the National Board for review by 30 Jun 96. Successive agenda items will be included for National Board consideration.*

**MR. KYSER provided staff comments and a draft Communications 5-year Plan (copies provided at the meeting).**

## **MINUTES**

**AUG '95 NATIONAL BOARD**

**COL ALBANO/EX** stated that the new CAP National Headquarters staff is already addressing some of the issues that have been raised, and have just hired the former AETC Frequency Manager to work in this area. He added that he felt an input from Wing Communications Officers to the Communications Advisor to the National Commander, staffing in the Headquarters, and if appropriate, approval of the NEC or National Board, would take care of the communications concerns rather than reverting to a committee-oriented resolution.

**GEN ANDERSON** added that a determination from his July '95 National Commander's Call was that CAP needs to develop a mechanism which includes the wing commander's input regarding purchases during the acquisition process. This would result in a Master Acquisition Plan (MAP). It would be a master "Statement of Need" that CAP could input into the planning and programming cycle for appropriated moneys to express to the Air Force in the way of vehicles, aircraft, communications equipment, office equipment, computers, and all the expendables for which CAP is presently programmed.

**MOTION DID NOT PASS.**

**AGENDA ITEM 12 MS/DP-0004-895****Action****SUBJECT: Data, Forms, and Records****NY WG/CC Col Lavin**

**BACKGROUND:** Pilot data is now submitted by members with membership renewal applications. This data quickly becomes outdated and doesn't reflect pilots qualified to fly on CAP activities or accurately report our member resources. The transfer of this data to our national computer is time consuming for HQ staff and use of that data is extremely limited.

Part 1 of this agenda item proposes to eliminate this HQ task. Civil Air Patrol Regulation 60-1, Attachment 11, "Pilot Data Summary," contains the pilot data required to administer our flight operations and needs to be updated with membership, FAA medical and FAA/CAP flight check expiration dates to provide FROs with information required for CAPF 99, "CAP Flight Authorization Log," authorizations. This process supplants the national pilot data information supplied with the members renewal.

Part 2 proposes to investigate and validate methods to extend the capability of the UFD/NINQ system for wing entry and distribution of information. Moreover, a reverse NINQ system in which computer disks can flow from the wings to headquarters can reduce our overhead and administration costs by reducing additional keyboard processing by HQ staff. This process also seeks to provide computer alternatives for CAP form processing by expanding the NINQ capability. Forms from CAPR 0-9 and other requirements should be included in this effort. Note that Attachment 11, CAPR 60-1, is not available as a CAP Form. The field must photo copy this and other nationally prescribed forms [see CAPM-100 for additional examples] rather than requisitioning from CAP/MSA. We may now have more personal computers than copy machines and should exploit this capability with a goal of minimizing supplies of forms and local reproduction.

**RECOMMENDATION** Move that the NB authorize:

1. The elimination of the existing membership renewal pilot data collection system.
2. The Executive Director to explore methods of extending the UFD/NINQ system to facilitate record management and information transfer between CAP units; between wing and region headquarters to national headquarters; and develop and implement computer generated forms in the field, particularly those not available through normal supply channels. Field tests may be authorized at his discretion; limited only by existing overall budget constraints to expedite the process.

**FUNDING IMPACT**

**STAFF COMMENTS**

## MINUTES

AUG '95 NATIONAL BOARD

### DP--

Obviously direct update by the wings would be a time saver for the DP staff; however, our experience has been that many units do not respond to reporting requirements and continuous follow-up is required to obtain current information. Our concern is outdated member information in those cases where units do not provide current data on a timely basis (if at all). The current system adds little additional effort to the renewal process and gives at least an annual opportunity to update pertinent data from the membership. As a matter of information, the new personnel data system was recently expanded to permit simultaneous update as renewals are processed and the ability to record multi-ratings/qualifications. (The previous system allowed update of only one rating--the highest in each category.)

### DO--

Recommend that the system as currently established be continued as is. We are supportive of investigating methods to improve efficiency in reporting. However, the current system meets the requirements of DO at HQ at present.

### MS--

Electronic movement of information/data is certainly a desired option we want to develop. While definitely a part of the approved MIS strategic plan, the priorities set by the NEC and the MSI manpower situation will unfortunately delay rapid implementation of suggestions such as this. You can be assured we will keep these desires in the que as we develop the overall computer strategy and capabilities of the organization. I would hope that delayed but deliberate consideration of recommendations such as this do not stifle continued submission of suggestions that can help the field perform our missions.

### MSI--

Concur with DO and DP. We are heartily in favor of electronic reporting methods, and computerized form generation. These are topics which we are investigating at this time. A survey of existing resources, both of computers, as well as computer-literate personnel must be undertaken to establish the feasibility of moving forward in a particular direction. At this time the Information Systems staff is unable to take on additional programming tasks as we are in the process of implementing the NEC approved IS migration plan as well as completing the reorganization of the Information System division. We will continue to investigate methods to ease the reporting burden on the field, and intend to discuss this with users, Col John Lewis (National MIS Coordinator) and Col Gil Day (Commander's Representative for IT) during the Computer/Information Systems Seminar at the National Board to build consensus on a direction to take.

**NATIONAL BOARD ACTION**

*COL LAVIN/NY MOVED, COL JONES/WA seconded the motion that the National Board approve the RECOMMENDATION contained in the agenda item.*

**MOTION DID NOT PASS.**

**AGENDA ITEM 13****CP-0001-895****Action****SUBJECT: National Cadet Competition****OH WG/CC Col Hartigan**

**BACKGROUND:** Over the years, the National Cadet Competition has provided an opportunity to showcase the efforts of cadets across the country. What once was simply a drill competition has expanded into a multi-faceted event. Although the addition of an aerospace education test, panel quiz, volleyball, and mile run have provided a well-rounded program highlighting all elements of the cadet program, it has also managed to make it extremely difficult for the average unit to participate. Many units cannot secure or gain access to all of the personnel, facilities, and resources necessary to build a competitive team. It has also impacted on the cost of participating. For a team to qualify and compete at the national level is a very expensive process. If a unit is from a wing or region that holds their own competitions to select the team that goes to national, there is an even greater cost. Collectively, these factors become a major obstacle for most units and reduce the level of participation in cadet competition programs nationwide.

If the National Cadet Competition reverted back to its original premise of a National Drill Competition, this would open up the opportunity for more participation at all echelons within the organization. For those wings and regions which currently do not hold a competition due to the logistical concerns that go along with the current format of the competition, this move might relieve enough of that burden to have the idea of a competition revisited.

In addition, if logistically we were dealing only with the drill competition at the national level, this might broaden the scope of facilities and sites where the competition could be held, thereby allowing it to be taken "on the road," creating additional public relations opportunities.

**RECOMMENDATION:** That the National Cadet Competition revert back to its original premise; a drill competition with the possibility of including a Color Guard Competition and Rifle Team Exhibition.

**FUNDING IMPACT:** The elimination of certain elements of the National Cadet Competition should provide a reduction in the cost of the overall event.

**STAFF COMMENTS****CP--**

Reducing the events at NCC would not affect the cost of the program at HQ. The mile run, aerospace education test, panel quiz, and volley ball cost are minimal. The cost for individual wings to prepare for competition is difficult for us to estimate.

The Color Guard Competition is a great idea and has little overhead and allows any squadron to put together a team.

## MINUTES

AUG '95 NATIONAL BOARD

Rifle teams are very expensive and their overhead is high.

Recommendation: Leave the competition alone and add a Color Guard portion to it as well.

## NATIONAL BOARD ACTION

*COL HARTIGAN/OH MOVED, COL STEORTS/WV seconded the motion that the National Cadet Competition revert to its original premise -- a drill competition with the possibility of including a Color Guard Competition and Rifle Team Exhibition.*

*COL STYS/WI MOVED TO AMEND, COL WILSON/AR seconded the amended motion that we insert a two-tier system for this--leave the National Cadet Competition alone and allow for a National Drill Competition and Color Guard Competition. We would still have the "best of the best" in a complete National Cadet Competition with all the elements of the program, and yet for those who cannot financially support, we could still field a Drill Competition, i.e., a two-tier system.*

**MOTION TO AMEND DID NOT PASS.**

*COL BAUM/MS MOVED TO AMEND, COL CHARLES/MI seconded the amended motion to maintain the whole-person competition with the exception of eliminating the Volleyball Competition and adding a Color Guard Competition.*

**MOTION TO AMEND DID NOT PASS.**

*COL TAZELAAR/DE MOVED, COL SCOTT/TX seconded the motion to table until the National Cadet Advisory Council is able to report back to the National Board.*

**MOTION TO TABLE CARRIED.**

## **FOLLOW-ON ACTIONS:**

- 1. Col Isaacson was tasked to refer this agenda item to the CAC and, if possible, get the answer for this National Board Meeting.**
- 2. Deferred to an Agenda item for the Feb '96 National Board Meeting after receipt of CAC Report.**



**AGENDA ITEM 14****CP-0002-895****Action****SUBJECT: Selection Criteria for National Special Activities OH WG/CC Col Hartigan**

**BACKGROUND:** In an effort to promote and expand the National Cadet Special Activities Program, members of the National Headquarters Cadet Program Directorate initiated a direct mailing of application materials and information to cadets and their parents for the National Flying Encampment and the National Blue Beret Program. Cadets and interested senior members were instructed to send their applications directly to the National Headquarters. This action was contrary to the special activities selection process outlined in CAPM 50-16, paragraph 9-11. Those commanders who voiced concern were assured that they would not be “cut out of the loop.” Rather, that these particular activities would be handled in the same manner as the International Air Cadet Exchange Program (i.e., as “red-line” activities). In fact, neither activity was processed in this manner.

Although, the direct mail of special activity materials has had a positive impact on the interest shown in these activities, this unilateral change has generated some strong objectionable results as well. Among them have been:

- Wing commanders have lost oversight, control, and knowledge regarding the out-of-state participation of their members, and yet continue to bear the responsibility and liability for their conduct.
- It has allowed cadets and/or seniors who have been red-lined or pulled from other national activities an opportunity to apply and gain acceptance at another major activity. This negates the disciplinary action taken by commanders and in some cases poses liability problems. In the long run, it may threaten the quality, credibility, and integrity of these programs.
- Those directing and/or serving as project officers for these activities are put in the position of dealing with problems and situations that could be avoided.
- It has the impact, over time, of removing the “special” from special activities.

**RECOMMENDATION:** That any cadet or senior member making application for a national special activity (to include IACE) and/or nationally sponsored activity be required to meet a selection board as outlined in CAPM 50-16. It is further recommended that individuals participating in any activity outside their wing, have the approval of the wing commander.

**FUNDING IMPACT:** Minimal. Cost of printing a change to current regulations.

**STAFF COMMENTS**

**CP--**

While this recommendation is sound in principle - many unfilled seats remain at National Special Activities because of local selection policies. Despite requests from National Headquarters to allow as many cadets as possible to apply, we are not getting enough *applications* to fill these activities. We support wing selection boards for all National Special Activities, provided every cadet who wishes to attend be rated in a numerical order of merit by wing . The intent is to give as many cadets as possible the chance to reach their potential and retain the valuable spaces and staffing reserved by the Air Force.

**NATIONAL BOARD ACTION**

*COL HARTIGAN/OH MOVED, COL COOPER/RI seconded the motion that the National Board approve the recommendation that any cadet or senior member making application for a national special activity (to include IACE) and/or nationally sponsored activity be required to meet a selection board as outlined in CAPM 50-16, as well as the recommendation that individuals participating in any activity outside their wing have the approval of the wing commander.*

**MOTION CARRIED UNANIMOUSLY.**

**AGENDA ITEM 15****DP/CP-0010-895****Action****SUBJECT: Middle School Cadet Waiver****NM WG/CC Col Gold**

**BACKGROUND:** Middle school squadrons are either daily “zero hour” (before regular school) organizations or “leadership” classes that also meet daily. These classes stand the potential to actually accelerate through their achievement levels above those of a normal squadron meeting only once a week. On the other hand, they only meet for nine months. Also, eighth grade cadets move to high schools in the ninth grade, and consequently, there is a large turnover of cadets each year. Moreover, the unfortunate fact is that, unless the children are permitted to join CAP at an early age, they have already chosen an alternate social course to follow, often as early as the seventh grade and definitely by the eighth grade. Sixth graders are interested in CAP and can still be “molded” into the young citizens and future leaders this country needs. The ability for these three age groups to meet and work together, not only permits better interaction, but ensures continuity in these middle schools. This age/class waiver would only apply to middle schools where the sixth grade is present.

**RECOMMENDATION:** Provide a standing age/grade waiver for middle school squadrons that contain sixth graders, which allows them to join the school squadrons that meet daily at school.

**FUNDING IMPACT****STAFF COMMENTS****DP--**

If approved, recommend it be considered a provision, rather than a waiver to apply to members of squadrons meeting the middle school criteria. Additionally, it will be up to the unit to mark the membership applications so they are readily identifiable (middle school units with special membership provisions).

**CP--**

Allowing sixth graders in certain schools to participate is discriminatory to others and would cause even more confusion than the current regulation. Lowering the age to 12-years-old may be a simpler solution. General Anderson strongly favors across-the-board lowering of cadet membership age to 12-years-old.

**NATIONAL BOARD ACTION**

***COL GOLD/NM MOVED, COL HARTMAN/NAT CAP seconded the motion that we provide not a waiver, but an across-the-board change in the regulations for lowering the cadet membership to age 12 provided they have completed the fifth grade.***

## **MINUTES**

**AUG '95 NATIONAL BOARD**

**(NOTE: In view of the staff comments, Col Gold changed his recommendation in the agenda to reflect the above motion.)**

**MOTION CARRIED UNANIMOUSLY.**

**FOLLOW-ON ACTION: Change in regulation to reflect this policy change.**

**AGENDA ITEM 16****CP-0003-895****Action****SUBJECT: Middle School Squadron's Cost****NM WG/CC Col Gold**

**BACKGROUND:** Currently each cadet receives complete copies of not only the Aerospace publication, but also all necessary CAP regulations. Based on the previous year's experience, typically the cadets need the Aerospace text, the study guide and leadership manual. A complete library is contained in the class room of necessary publications for the cadets. A decrease down to \$20 or an appropriate amount to cover insurance plus the base Aerospace text, study guide and leadership manual would help in gaining new/renewal members in the middle schools. It would also conserve paper and regulations.

**RECOMMENDATION:** Permit a reduction in cadet membership dues for middle school squadrons who meet in an academic environment daily, in proportion to the decrease in regulations/publications not sent.

**FUNDING IMPACT:****STAFF COMMENTS****DP--**

Another category of cadet dues could be established to cover partial books and reduced fees; however, this will require special handling by Personnel and the Bookstore and will require several program changes to the current computer system. If approved, it may take some time to implement.

**CP--**

Membership is presently \$36 per cadet. \$20.00 dollars is what National receive. The Bookstore charges \$16.00 for the books and materials.

The bookstore costs are:

CC	Leadership Book	\$2.50	\	Recommended by
	Aerospace Book	\$5.50		
	AE Student Guide	<u>\$2.50</u>	/	
		\$10.00		
	Uniform Manual	\$1.50		Cadets need this

Saving are only \$4.50 to \$6. Additionally, the cadet will not receive the other products like the binder to keep their books together, the fitness book and the Introduction to CAP which tells our history. Also, these cadets should be same as in any unit except they meet at school as well.

## MINUTES

AUG '95 NATIONAL BOARD

Recommendation: Need concept of where to reduce the money and not reduce their ability to keep up with peers

### NATIONAL BOARD ACTION

*COL GOLD/NM MOVED, COL SCHAMEL/OK seconded the motion that the National Board approve the recommendation to permit a reduction in cadet membership dues for middle school squadrons who meet in an academic environment daily, in proportion to the decrease in regulations/publications not provided by National Headquarters..*

**MOTION DID NOT PASS.**

**AGENDA ITEM 17****HC-0002-895****Action****SUBJECT: Permanent Deacons as CAP Chaplains****WI WG/CC Col Stys**

**BACKGROUND:** In response to changes in society, the Roman Catholic Church has created an ordained ministry, the permanent deacon, to supplement the role played by the priest. As an example, the Wisconsin Pastoral Handbook (1995), indicates in the Milwaukee Archdiocese, the number of priests declined from 702 to 280 since 1958. The number of permanent deacons increased from 0 to 142, with the start of the program in the early 1970s.

Permanent Deacons in the Roman Catholic Church in America can:

1. Perform marriages, baptisms, and "Last Rites".
2. Preach at worship services.
3. Teach church doctrine to youth and adults.
4. Serve on Parish Leadership Boards.
5. Conduct communion services, blessings, benedictions, etc.

The only rites permanent deacons cannot perform exclusive to Roman Catholic doctrine: saying Mass and hearing Confession. To be considered eligible for ordination as a permanent deacon, the following ministerial criterion must be met:

1. Single or married male, at least 35 years of age.
2. Hold a 4-Year college degree.
3. Complete a 3-year seminary course of study in:
  - a. Church canon and theology.
  - b. Liturgical rites.
  - c. Bible studies.
4. Enter into an agreement with a Parish and a Diocese for:
  - a. Ministerial assignments.
  - b. Community outreach.
  - c. Liturgical services.
5. Take a vow upon ordination, so if:
  - a. Widowed, not to remarry.
  - b. Single, remain so.

**RECOMMENDATION:** That CAPR 265-1, Section C, para 9 (3) (a) be amended to include the title "Permanent Deacon" as a chaplain in the CAP. As this ministry has served to ease the shortage of priests within the Roman Catholic Church, it too can ease the shortage of chaplains in the CAP. Since the ordination as a permanent deacon does not supplement the man's career and the age restriction implies a man established in his life's work, he is not as confined to the duties of a parish as Catholic priests are, or for that matter, the clergy of most other religions as well. This would enable him to more easily attend a CAP meeting, conduct the cadet moral leadership program, hold non denominational worship services, and perform other roles traditionally done by chaplains.

**FUNDING IMPACT:** None.

**STAFF COMMENTS****HC--(Lt Col Perry)**

1. I appreciate Col Stys' concern about the lack of chaplains in CAP. However, I cannot support his recommendation that Roman Catholic permanent deacons be included as CAP chaplains.
2. The primary problem is that the Military Ordinariate, the Roman Catholic endorsing body, would never approve such a request. Because of the First Amendment, only religious bodies can set religious requirements for their clergy. The Roman Catholic church has consistently said that the minimum standard for chaplaincy in any national institution is ordination as a priest. Chaplains in Civil Air Patrol, like their military chaplain counterparts, are bound by those religious limitations and requirements.
3. Recognizing that, I proposed, and the NEC approved, the creation of the position of Moral Leadership Officer (MLO) within CAP. Col Stys is quite correct about Roman Catholic deacons being highly qualified individuals. We would love to have them as MLOs in CAP. I talked with Bishop Glenn of the Military Ordinariate at length, and he requires only that deacons have the approval of their local bishop to join CAP in this status. I believe the MLO position does what Col Stys desires while avoiding the extreme difficulties of running afoul of the religious endorsing committees or taking CAP out from the same professional standards as military chaplains.

**DP--**

If it is determined that these individuals should be classified as CAP chaplains, recommend they be appointed to the same CAP grade as other chaplains or that appropriate grades be established.

**NATIONAL BOARD ACTION**

***COL STYS/WI MOVED, COL REDFERN/NJ seconded the motion that the National Board approve the recommendation that CAPR 265-1, Section C, para 9 (3) (a) be amended to include the title "Permanent Deacon" as a chaplain in the CAP.***

**MOTION DID NOT PASS.**



**AGENDA ITEM 18****CP-0004-895****Action****SUBJECT: Alternative Physical Fitness Test****NM WG/CC Col Gold**

**BACKGROUND:** Currently all Spaatz candidates must complete a timed mile run. Some cadets have sustained sports or other types of injury that may preclude them from successfully completing the run. Their subsequent failure to complete this one portion of the test, may keep an otherwise physically fit and fully qualified (academically) individual from ever receiving their award. Possible alternative might include a timed distance swim or bicycling for a set distance and time. The alternatives should only be permitted in the case of an injury that precludes their running. This is necessary to ensure that there is no perception of degradation in the Spaatz achievement.

**RECOMMENDATION:** Approve an alternative physical fitness test for Spaatz candidates who, under a physician's care, have been advised that running may worsen an existing physical condition.

**FUNDING IMPACT****STAFF COMMENTS****CP--**

The National Cadet Programs Committee is currently working on a revision to the fitness program and will provide an alternative test for all achievements.

**NATIONAL BOARD ACTION**

*COL GOLD/NM MOVED, COL HARTIGAN/OH seconded the motion that the National Board approve an alternative physical fitness test for Spaatz candidates who, under a physician's care, have been advised that running may worsen an existing physical condition.*

**COL KIRKWOOD/RMR** stated that if this subject is not being discussed in the National Cadet Program Committee meeting and National Cadet Advisory Council meeting that they do so this weekend so the National Board can vote on it before adjournment.

*COL KIRKWOOD/RMR MOVED, COL PETELOS/AL seconded the motion to table.*

**MOTION TO TABLE CARRIED.**

*COL BOWLING/SER MOVED, COL WILLIAMS/MO seconded the motion to take from the table on Saturday morning.*

**MOTION TO TAKE FROM THE TABLE CARRIED.**

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LT COL SUSAN SCHOLLMAN, Chairman, National Cadet Programs Committee, presented the recommendations and committee comments. (See attachment 3.)

LT COL RICHARD HARTIGAN/GLR, presented a slide briefing with additional information on this subject.

*COL KIRKWOOD/RMR MOVED TO AMEND, COL TOBEY/CO seconded the amended motion to include the program briefed.*

*The RECOMMENDATION is:*

- 1. That the National Board approve the attached specific multi-faceted physical fitness program which includes sit-ups, flexibility (stretching), and mile run with swimming as an alternate to the mile run.*
- 2. That the Cadet Program staff be directed to phase this requirement into the program on or before 1 March 1996.*
- 3. That a change to CAPM 50-16 be published to reflect this change to the program.*

COL GOLD/NM stated that his motion included a substitute for some physical disabilities. If Col Kirkwood agrees that he thinks this amendment will cover that, he would be happy to accept the amendment to his motion.

COL KIRKWOOD/RMR stated, "So there is no misunderstanding about how various disabilities are taken into account here, I don't want to be misleading in that there is still potential for waivers for a cadet who would have disabilities that would go beyond the options allowed by this program."

COL PADGETT expressed concern, "The issue regarding a substitution of the swim for the mile run is good for young people who have difficulty in lower body, knees, hips, etc., but it is incumbent upon us in Civil Air Patrol to also encourage youngsters with disabilities beyond that to still strive for the Spaatz Award, and it is important that we include that condition in whatever we do here today to make sure that we don't keep them away from Civil Air Patrol."

COL KIRKWOOD/RMR offered a final wording for the motion. He stated, "The original motion was to approve an alternative physical fitness test for Spaatz candidates who, under a physician's care, have been advised that running may worsen an existing physical condition. I would offer, in lieu of that, 'The National Board adopt a multi-faceted physical conditioning and training program; that the requested implementation date of 1 March 1996 be included; the direction that CAPM 50-16 be changed to accommodate the new

## **MINUTES**

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**program; and that waivers continue to be included for those cadets who under a physician's care and recommendation still cannot meet the new standards."**

**COL GOLD/NM and COL HARTIGAN/OH accepted the amended motion.**

**COL KIRKWOOD/RMR and COL TOBEY/CO with the consent of the Board, withdrew the first amendment offered.**

**COL TOBEY/CO, seconded the final amended motion.**

**FINAL AMENDED MOTION: The National Board adopt a multi-faceted physical conditioning and training program; that the requested implementation date of 1 March 1996 be included; the direction that CAPM 50-16 be changed to accommodate the new program; and that waivers continue to be included for those cadets who under a physician's care and recommendation still cannot meet the new standards**

## **AMENDED MOTION CARRIED**

**FOLLOW-ON ACTION: Change to CAPM 50-16 to implement the new policy.**

**AGENDA ITEM 19****DO-0010-895****Action****SUBJECT: SAR/ELT Training Frequencies****DOK Mr. Kyser**

**BACKGROUND:** Civil Air Patrol units across the country are experiencing increasing difficulty using the currently assigned frequencies for SAR and ELT training. Specifically, the SAR training frequency (122.9) is a shared Multicom frequency used for a myriad of other functions, and the primary ELT training frequency (121.6) is now being used at an increasing number of FAA facilities as a ground control frequency. This means that in several areas of the country, our units are having to work around other equally authorized users or are forbidden use of the frequency entirely because of an operational FAA facility.

In response to the increasing number of complaints from the field, National DOK has queried the FAA about the possibility of assigning two new frequencies solely for SAR training and ELT training use, respectively. In response to this, the FAA has agreed in principle to these assignments. This would mean an end to our current requirement to pre-notify the regional FAA office of our intentions to conduct a SAREX and an end to our problems in finding a clear frequency to communicate.

At this point we do not have specific frequencies identified, but the FAA is aware that the new frequencies must be fairly close to our current assignments due to equipment considerations. Two possible ELT frequencies have already been discussed. If approved by the NB, FAA will change all references in the Federal Code referring to ELT and SAR training to reflect the new frequency assignments.

**RECOMMENDATION:** Recommend that the National Board approve this move.

**FUNDING IMPACT:** This move will require recrystaling of all our corporate training ELT beacons and ELT receivers, both air and ground as well as our ground VHF/AM communications transceivers. The estimated costs are: \$8 per training beacon, \$10 per ELT receiver, and \$28 per AM transceiver. We have 1200 beacons, 6500 ELT receivers (ground and air combined), and 200 transceivers in the inventory making the total cost of this move approximately \$80,200. This amount could be funded out of FY '96 Comm O&M from National. Wings would acquire the crystals from depot and apply to National DOK for reimbursement.

**NATIONAL BOARD ACTION**

*COL WILLIAMS/MO MOVED, COL CHARLES/MI seconded the motion that the National Board approve the recommendation to seek different SAR and ELT frequencies from FAA because of the problems CAP is experiencing with the currently assigned frequencies.*

**COL GUIMOND/NER stated support for the agenda item, but expressed great concern with impact to the personal locator beacons (PLB) as they come on line later this year**

## MINUTES

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(expected to be in the thousands by the end of the year). He asked if the funding costs include the ability to track PLBs along with this item, so there won't be duplicate costs.

MR. KYSER stated he had no data on PLBs.

*COL WESTHOLM/IL MOVED, COL SCHAMEL/OK seconded the motion to table until this can be further studied as to its cost-effectiveness.*

**MOTION TO TABLE CARRIED.**

**FOLLOW-ON ACTION:** Gen Anderson directed that inputs be solicited from the wing commanders, staffed by the National Headquarters staff, and included on the Nov '95 NEC agenda.

**AGENDA ITEM 20****Action****SUBJECT: Additional Old Business**

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**1. ITEM - CAPR 60-1.**

COL PEARSON/PACR asked for the status of printing and publishing CAPR 60-1 because only a small portion is affected by the CAP/USAF MOU which is still pending.

It was explained that once CAP and CAP-USAF agree on the provisions of the MOU, it still must pass through Air Force channels for approval, and the timing is difficult to assess.

There was also discussion on the merits of publishing that portion of CAPR 60-1 not affected by the MOU, but neither Col Albano, Executive Director, or Col Padgett, Air Force Senior Advisor, recommended a piecemeal printing of CAPR 60-1; they felt it would not be cost-effective and would be confusing to the field. Col Handley pointed out that the redraft envisions a complete rewrite from Chapter One to the end; the entire document is being rewritten--not just revised paragraphs and chapters sporadically--it is rewritten, and the most important changes are an effort to simplify the mission categories so that everyone, especially flight release officers, will have a better understanding of the appropriate authority under which they can release aircraft for various types of flying missions.

*COL PEARSON/PACR MOVED, COL SCHMITT/OR seconded the motion that we release the portions of CAPR 60-1 REVISION that do not require MOU modification (and therefore Air Force approval) to the field as a standard revision not later than 1 Oct 95.*

COL KIRKWOOD/RMR referred to the Feb '95 National Board and May '95 NEC discussions on the completion of CAPR 60-1 and his request that if 60-1 were not printed by 15 Jun 95, that a change to CAPR 50-15 be published. The change to CAPR 50-15 is now in the hands of region commanders for coordination. He encouraged all region commanders to get this revision back to DO so it can be published. He also recommended publishing CAPR 60-1, minus those items affected by the MOU.

COL PADGETT specifically advised that "The National Board needs to allow the HQ CAP staff and Air Force staff to do what the NEC has requested--to rewrite the CAPR 60-1 so that the membership has a strong and straightforward document by which to regulate the flying operations. It is happening, but we need to have the time to do that. I realize that you feel a constraint from your membership; that they want this information so they can do their jobs for America appropriately. I can assure you that is what is going on right now, but to issue this in a piecemeal manner, I don't think is in the best interest of this organization. We need to very carefully consider Col Pearson's motion as to what it is you are actually doing, and my advice is not to do this in a piecemeal manner."

## **MINUTES**

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### **MOTION DID NOT PASS.**

#### **2. ITEM - National Disaster Planning Group.**

**COL WILLIAMS/MO** stated that as Chairman, National Disaster Planning Group, he was unable to report at this meeting because of delays in the aerial tactical call signs, and requested an extension to give the report to the Feb '96 National Board.

**FOLLOW-ON ACTION:** Agenda item for Feb '96 National Board Meeting.

#### **3. ITEM - Appreciation to New Team.**

**COL HERNDON/SWR** expressed appreciation to the new HQ CAP team. He stated, "In November we hired the coach of this team at National Headquarters, Col Paul Albano. We then started hiring the directors and they started hiring their other players. I have watched the process and I want to report to this National Board and the members on the type people we have on the national staff. I have never seen a more positive group of people working to try to get the job done for us and for you. Col Padgett and I had a discussion several weeks ago talking about the team and the positive attitude and the transition. We have a system that works and I want to say I thank the national staff and the hard work they are doing."

#### **4. ITEM - Invitation to 1996 National Board Meeting.**

**COL SCOTT/TX** stated that he wanted to welcome all members and their friends to come to San Antonio, Texas, for the National Board next year. It will be supported by the entire Southwest Region.

#### **5. ITEM - Status of CAPR 62-2.**

**COL PANNONE/AK** asked about status of the regulation to replace the regulation which eliminated the \$500 deductible for equipment damage.

**COL HANDLEY/CLC** stated that the Board voted to rescind the automatic liability; in its place in CAPR 62-2, a provision, approved by the Board, was inserted which provided for assessment up to \$500 based on some determination of negligence by wing commanders. The regulation sat without action for a couple of months and he received it only a week before this Board meeting. It is now on the way to the Printing Plant.

**AGENDA ITEM 21****Action****SUBJECT: New Business**

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**1. ITEM - National Equipment Purchases.**

COL TOIGO/IA referred to Agenda Item 5 of the Aug '94 National Board which was tabled. He added, "We chose not to untable the old version, and instead want to propose a new motion."

*COL TOIGO/IA MOVED, COL WILLIAMS/MO seconded motion that the National Board provide recommendations and direction to the National Headquarters CAP staff, regarding any major equipment purchases. If applicable, the wing commanders shall be provided choices regarding the options available to them when a percentage of the proposed funding will be used by National Headquarters to purchase items for use by the respective wings. The National Headquarters staff shall reflect the desires of the National Board whenever their input is solicited by the USAF regarding the expenditure of funds for the CAP, and this input may result in an actual major purchase. This resolution does not restrict the National CAP staff from performing their routine duties, nor does it restrict localized spending for the headquarters.*

GEN ANDERSON asked the makers of the motion to expand on their motion. He asked, "Are you looking for a mechanism, which is what I discussed briefly in my presentation, to make wing needs known for non-expendable equipment procured by federal dollars to the National Board?"

COL TOIGO/IA stated that was correct; that this situation is a result of the repeater purchase from a few years ago that resulted in major difficulties for the wings and in some cases haven't been installed. Warranties have expired already.

GEN ANDERSON stated that the region commanders were satisfied at the Jul '95 National Commander's Call with the concept of a Master Acquisition Plan (MAP) which would be a worksheet package provided to the command structure--region and wing commanders--to specify needs for vehicles, aircraft, radio communications equipment, computer equipment, etc., which would flow into region headquarters for a consolidated region input; MAP, in turn, would flow to the HQ CAP to be worked. He asked if that would answer Col Toigo's concerns.

COL TOIGO/IA stated that it would; that the details as to how it would be implemented would be left up to the command staff, but that was the essence of the request, that the National Board be solicited as far as needs were concerned.

GEN ANDERSON stated he felt this program could be implemented in 60 days.



## MINUTES

AUG '95 NATIONAL BOARD

COL TOIGO/IA stated that he felt the consensus would be to let the NEC decide the details as to how it will be done, whether a 2-year plan or a 5-year plan or just a recommendation form, but this motion says that we, as the National Board, the leaders of this organization, are going to make the decisions on how our fiscal funds are being spent, and not employees (not intended as a slap at the staff); however, sometimes personal opinions get interjected into the recommendations and purchases do not always reflect the needs of the wing commanders. He again referred to the repeater situation and also a computer financial package that had little practical application in CAP regions and wings.

## MOTION CARRIED UNANIMOUSLY.

### 2. ITEM - Increased Financial Support to the Cadet Program.

COL ALLEN/GLR expressed concern that the inflation factors have not been used in the budgeting process for vehicles to support the Cadet Program. He offered the following motion.

*COL ALLEN/GLR MOVED, COL TOIGO/IA seconded the motion that the National Board pass a resolution that directs the personnel who prepare the FY '97 Budget request include adequate funding to purchase 87 vehicles (1 1/2 per wing, 1 per region, and 1 for National Commander), and for the succeeding years, that number be used as a baseline with a built-in factor for inflation to maintain this buying level.*

Question was asked if a wing didn't need a vehicle, but instead needed other equipment, could there be an exchange. The answer was no. Opinion was also expressed that National Board approval of this motion would be micro-managing the staff and the preceding motion (ITEM 1. UNDER NEW BUSINESS) should take care of wing needs.

*COL ALLEN/GLR MOVED TO AMEND THE MOTION to increase request for funding to \$1.5 million, rather than 87 vehicles.*

*COL NEWMAN/UT MOVED, COL KIRKWOOD/RMR seconded the motion to table and give the staff the opportunity to look at the issue brought up by Col Allen to see if it is valid.*

## MOTION TO TABLE CARRIED.

GEN ANDERSON stated that "The concerns that drove Col Allen's proposal derived from the fact that each fiscal year we have not done cost of inflation increases in our budget request. I certainly think we need to factor that in the next time we work a POM document."

**FOLLOW-ON ACTION:** Include inflation increases in future budget/POM requests.

### 3. Item - Statement of Support

**COL WESTHOLM/IL asked for permission to include the following statement as a part of the minutes of this National Board.**

**“The Illinois Wing of the Civil Air Patrol publicly offers its congratulations and appreciation to Col Thomas A. Handley, Col Denzil Allen, Col Kemper H. Hyers, Col William McKelvey, and the other working members of the Legislative Committee for their leadership and superb, successful efforts overcoming indifference, at best, and open hostility, at worst, to protect the interests of the Civil Air Patrol and to prevail upon the new Congress of the United States to retain and fully fund the Civil Air Patrol in the Defense Bill. The Illinois Wing pledges to continue its full support to Col Handley and his colleagues in their ongoing efforts in this all important arena.”**

# CIVIL AIR PATROL GENERAL ASSEMBLY

**FRIDAY - 18 AUGUST 1995**

**0800-1130**

CALL TO ORDER ..... National Commander  
 INVOCATION..... Chief of Chaplains  
 POSTING OF COLORS .....CAP Cadet Honor Guard  
 PLEDGE OF ALLEGIANCE ..... All  
 NATIONAL ANTHEM & AIR FORCE SONG ..... Air Force Band  
 MEMORIAL SERVICE..... Chief of Chaplains  
 INTRODUCTIONS ..... National Commander  
 CORPORATE ELECTION RESULTS ..... National Legal Officer  
 REMARKS:  
   - NATIONAL COMMANDER.....BG Anderson  
   - EXECUTIVE DIRECTOR ..... Col Albano  
   - SENIOR AIR FORCE ADVISOR ..... Col Padgett, USAF  
   - GEN FOGLEMAN VIDEO  
   - SAF/MIR ..... Mr. Sharratt  
   - WOMEN IN MILITARY SERVICE TO AMERICA.....BG Vaught, USAF (Ret)  
   - UPDATE BRIEFINGS ..... National HQ Staff  
 TOWN MEETING..... National Commander  
 ADJOURNMENT..... National Commander

**SATURDAY - 19 AUGUST 1995**

**0800-1130**

CALL TO ORDER ..... National Commander  
 INTRODUCTIONS ..... National Commander  
 HEALTH PROMOTION ..... Maj Lyon, USAF  
 AIR FORCE ASSOCIATION REMARKS.....Mr. Charles DuRazo  
 US COAST GUARD AUXILIARY REMARKS..... Capt Al Sarra  
 AIR CADET LEAGUE OF CANADA REMARKS ..... Mr. Andre Courville  
 MIDDLE EAST REGION CADET HONOR GUARD  
 SECRETARY WIDNALL VIDEO  
 AWARDS CEREMONY:  
   - NATIONAL COMMANDER.....BG Anderson  
   - SENIOR AIR FORCE ADVISOR ..... Col Padgett, USAF  
 CHANGE OF COMMAND..... National Commander  
 BENEDICTION ..... Chief of Chaplains  
 ADJOURNMENT..... National Commander

**MINUTES  
FRIDAY, 18 AUG 95**

**AUG '95 NATIONAL BOARD**

**NATIONAL BOARD RECONVENED IN OPEN SESSION AT 0800.**

**CALL TO ORDER by Brig Gen Richard L. Anderson.**

**INVOCATION by Chaplain, Col, David R. Van Horn, CAP, National Chief of Chaplains.**

**POSTING OF COLORS by cadets of the National Capital Wing.**

**PLEDGE OF ALLEGIANCE led by the junior wing commander, Col Jean-Pierre Habets/PA.**

**NATIONAL ANTHEM and AIR FORCE SONG played by Air Force Band.**

**MEMORIAL SERVICE conducted by Chaplain, Col, David R. Van Horn, CAP. Special tribute was made to the late Col Robert V. "Bud" Payton, CAP, who was recently hired as the Headquarters CAP Director of Marketing and Public Affairs, and who made a tremendous contribution to planning for the 1995 National Board Meeting and Convention.**

**GEN ANDERSON also paid a special tribute to Col Payton and dedicated the 1995 National Board Meeting and Convention to his memory.**

**INTRODUCTION OF HEAD TABLE, THE CAP CONSULTATION COMMITTEE, AND OTHER DISTINGUISHED GUESTS by Gen Anderson.**

**CORPORATE ELECTION RESULTS.**

**COL WHELESS/NLO announced that Col Paul M. Bergman was reelected as National Vice Commander. He also announced the confirmation of Col James C. Bobick, National Chief of Staff; Col John P. Ratcliff, National Finance Officer; Col Larry D. Kauffman, National Controller; and himself, Col Dwight H. Wheless, National Legal Officer.**

**EXECUTIVE DIRECTOR REMARKS by Col Paul J. Albano, Sr.**

**SENIOR AIR FORCE ADVISOR REMARKS by Col Garland W. Padgett, Jr.**

**VIDEO by Gen Ronald R. Fogleman, USAF, Chief of Staff.**

**WOMEN IN MILITARY SERVICE TO AMERICA briefing by Brig Gen Vaught, USAF (Ret).**

**NATIONAL COMMANDER REMARKS and slide briefing by Brig Gen Anderson.**

## **MINUTES**

**AUG '95 NATIONAL BOARD**

### **STAFF UPDATE BRIEFINGS.**

**GEN ANDERSON conducted a Town Meeting on Friday, 1530-1700.**

### **SATURDAY, 19 AUG 95.**

**THE NATIONAL BOARD RECONVENED IN OPEN SESSION AT 0800.**

### **CALL TO ORDER.**

**WELCOME AND INTRODUCTION OF HEAD TABLE AND DISTINGUISHED GUESTS by Gen Anderson.**

**HEALTH PROMOTION BRIEFING by Maj Dixie Lyon, USAF. Major Lyon was introduced by Ruth Anderson.**

**AIR FORCE ASSOCIATION REMARKS by Mr. Charles DuRazo, AFA National Director.**

**US COAST GUARD AUXILIARY REMARKS by Capt Alvin A. Sarra, Jr. USCG, Chief Director. Capt Sarra also presented an award for operational excellence to the Puerto Rico Wing for the period Sep 94 - Jul 95, in support of the US Coast Guard mission.**

**AIR CADET LEAGUE OF CANADA REMARKS by Mr. Andre Courville, Vice President. Mr. Courville also presented a memento to Brig Gen Anderson.**

**PERFORMANCE by the Middle East Region Honor Guard.**

**VIDEO by the Honorable Sheila E. Widnall, Secretary of the Air Force.**

**AWARDS CEREMONY. MR. JOHN SISTRUNK narrated the Awards Ceremony.**

**See *Awards Program* for list of winners and awardees.**

### **CHANGE OF COMMAND:**

**1. Col Dennis Manzanares accepted command of the New Mexico Wing from Col Joseph H. Gold.**

**2. Col Stanley Voyiaziakis accepted command of the National Capital Wing from Col Gene D. Hartman.**

## **MINUTES**

**AUG '95 NATIONAL BOARD**

**GEN ANDERSON presented NEC badge to Col Joseph A. "Skip" Guimond, Jr./NER.**

**GEN ANDERSON presented a CAP National Commander's coin to Cadet Dave Roger in recognition of his duties as Cadet Aide to the National Commander at the 1995 National Board Meeting.**

**GEN ANDERSON recognized the transition in the National Cadet Advisory Council. He presented a plaque to Cadet Col Erin E. Green, Pacific Region, in recognition for her outstanding service as Chairman of the National Cadet Advisory Council for 1995. Gen Anderson also recognized and welcomed Cadet Lt Col Kenneth Martin, West Virginia Wing, Middle East Region, who will serve the next year as Chairman of the National Cadet Advisory Council.**

**BENEDICTION by Chaplain, Col, David R. Van Horn, CAP, Chief of Chaplains.**

**GEN ANDERSON expressed heartfelt appreciation to the National Headquarters corporate staff for the outstanding work they have done in making an absolutely marvelous National Board happen, and officially thanked the United States Air Force for their support in making possible this National Board.**

**MEETING ADJOURNED at 1235.**